

Chapter 3

Record and Distribution of Legislative Action

Part 1

Recording Legislative Action

JR1-3-101 Secretary and chief clerk to keep records of action.

- (1) The secretary of the Senate and the chief clerk of the House, or their designees, shall record on each bill's jacket each action on every bill or resolution taken by the Senate and House of Representatives.
- (2)
 - (a) The Senate secretary or her designee shall ensure that adopted Senate amendments are inserted in the bill on goldenrod paper.
 - (b) The chief clerk of the House or her designee shall ensure that adopted House amendments are inserted in the bill on lilac paper.

JR1-3-102 Senate and House Journals.

- (1) Each house shall:
 - (a) keep a journal of its proceedings;
 - (b) publish the journal daily;
 - (c) ensure that its journal is continuous during the legislative session, with pages numbered in consecutive order;
 - (d) ensure that the vote on final passage of each bill is by yeas and nays and is entered upon the journal;
 - (e) ensure that the vote on any other question is by yeas and nays and is entered upon the journal at the request of five members of that house; and
 - (f) base the journal upon the record of the proceedings taken by the reading or docket clerk and the electronic recording of those proceedings.
- (2) The secretary of the Senate and the chief clerk of the House of Representatives shall provide a final certification of the journal for their respective house.

Part 2

Use of Legislative Seal

JR1-3-201 Authorized use of legislative seal.

- (1) As used in this rule:
 - (a) "Legislative business" means activities performed by a legislator, during the legislator's term of office that are within the course and scope of the work of a legislator.
 - (b) "Legislative business" includes the use of the legislative seal on letterhead, memoranda, facsimile cover sheets, news releases, and other materials.
 - (c) "Legislative seal" means the emblem of the Utah State Senate or Utah House of Representatives designed and adopted by each body to authenticate official communications of the body or its members.
- (2)

- (a) Each legislator shall ensure that, in using the legislative seal, the reputation and integrity of the legislative institution is preserved.
 - (b) A legislator may use the legislative seal for legislative business on personalized legislative stationary, business cards, and on other documents.
 - (c) The legislative seal may not be used on any political campaign materials.
 - (d) A person may not use the seal for any purpose once the person ceases to be a legislator.
- (3) The Senate and House shall provide to a member, upon request, an electronic or camera-ready copy of the legislative seal.